

**WASHINGTON STATE
DEPARTMENT OF HEALTH
BOARD OF MASSAGE
PUBLIC MEETING MINUTES**

Sunday, November 6, 2005

9:00 a.m.

Department of Health, Point Plaza East, Room 153, 310 Israel Rd SE, Tumwater, WA.

On November 6, 2005, the Board of Massage met at the Department of Health, Point Plaza East, Room 153, 310 Israel Rd SE, Tumwater, WA. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT

ROSEMARY FOSTER, CHAIR
KARIN OLSEN, VICE-CHAIR
JOHN PIETY, PUBLIC MEMBER
SCOTT MILLER

STAFF PRESENT

KRIS WAIDELY, HEALTH SERVICES CONSULTANT 3
JENNIFER BRESSI, HEALTH SERVICES CONSULTANT 1
JOY KING, EXECUTIVE DIRECTOR
GEOFF HYMAN, AAG

GUESTS PRESENT

Dawn M Schmidt, Brenneke School of Massage
Lynda Whitney
Peggy Rudolph, Workforce Board
Teri Zelemga, Ashmead College
Jim Schmidt, Bellevue Massage School Center for Healing Arts
Barbara Grigsby, American Massage Therapy Association (AMTA-WA)

Sunday, November 6, 2005 OPEN SESSION

1. **CALL TO ORDER** – Ms. Foster, Chair called the meeting to order at 9:05 a.m. Introductions of the board members, staff, and guests were done.
 - 1.1 Approval of Agenda – The agenda was approved as presented.
 - 1.2 Approval of meeting minutes from August 21, 2005 – The August 21, 2005 minutes were approved as presented.

2. **INTRODUCTION OF NEWLY APPOINTED ASSISTANT ATTORNEY GENERAL**
Geoff Hyman, AAG introduced himself during open introductions.

3. **WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD** – Peggy Rudolph presented information to the Board regarding Workforce Training. Ms. Rudolph provided a private vocational school RCW's and WAC's. Workforce is an independent state agency with a Governor appointed board. Their mission is to ensure schools are not harming consumers. Workforce board reviews financial statements, faculty updates, and equipment/assets submitted by schools. There are over 250 private vocational schools in Washington State. The school must renew annually with workforce. Some vocational schools have other regulatory bodies that license/approve them other than workforce, example, the Board of Massage must approve a school for an individual to obtain licensure. There is an agency for all states that provide a similar approval as workforce. Ms. Rudolph will provide a contact list of all states to Kris Waidely. Workforce approves a school with specified programs listed for the school. If the school wants to add a new program, they have to submit the new program to workforce for approval.

To receive workforce approval, a massage school must have Board of Massage approval. To receive board of Massage approval, a massage school must have workforce approval. Workforce monitors schools in the process with the State Board of Massage. Consistent communications between board of Massage and workforce should happen. Possible combined site visits for newly established schools. Possibly a memo of understanding (MOU) could be obtained between workforce and the Board of Massage. The board of Massage would like to stay informed on any changes to RCW 28c.10 and be involved in the process when appropriate.

4. **BOARD POLICY REVIEW DISCUSSION** – The Board reviewed the following Board policies:

Initial and Re-Approval of Massage Schools/Programs – Extension of school application requests should be listed in the policy. For retroactive approval of schools programs, each year wanting approval will need to be reviewed and application materials will need to be received. The policy should reflect changes in expectations and any administrative procedures.

Jurisdiction Review – Number 2 should be updated to department staff not staff attorney. States or jurisdictions will only be reviewed when a licensure applicant requests it to be. All current approved jurisdiction s will be removed from the approved list due to the Board has not recently reviewed these jurisdictions and rules/laws may have changed in that jurisdiction. Oregon, New York and Utah will be reviewed at the next meeting. The policy should reflect changes in the procedure.

Approval by National Professional Accrediting Agencies – The term approval should be replaced with accredited, agencies accredit not approve. COMTAA has specific criteria for accreditation that exceed the board's requirements. The other agencies may or may not have the same criteria. The policy should reflect changes.

5. **SCHOOL APPLICATION AND REVIEW CHECKLIST** – The Board provided comments and suggestions to the revision of the school application and review checklist. Dawn Schmidt suggested asking school applicants specific questions in the application for clearer direction to schools. Remove the term approval when referring to national accrediting agencies.
6. **FEDERATION OF STATE MASSAGE THERAPY BOARDS** – Rosemary Foster reported that the Federation of State Massage Therapy Boards (FSMTB) is now an established organization. FSMTB will need states to join the organization to keep it going. Membership fees will be based on number of licensees in the state and will pay for one representative to attend annual meetings. Ms. Waidely reported that 23 jurisdictions were represented. Ms. Waidely also indicated it was interesting to learn how different jurisdictions authorities were governed. Ms. Foster asked the Board if they would like to join this federation. The Board agreed they would like to be part of the federation which would provide them with national issues and make them aware of other jurisdictions issues. Kris Waidely and Joy King will review the budget to determine if membership fees are within the current budget. The Board asked if outside organizations could pay the membership fee for the board. Ms. King will determine if that is possible.
7. **PROGRAM REPORT** – Information provided to the Board by the Program Manager.
 - Legislative Update – no information at this time.
 - Budget Update – Provided interim operating reports for June 2005 and September 2005, July and August 2005 were not provided at this time.
 - Organizational changes – no new changes at this time.
 - Other – The November 12, 2006 meeting is currently schedule for a holiday weekend, the board agreed to move this meeting to November 5, 2006.
 - Planning for Upcoming Meetings
 - 7..1 Conference Call for school reviews on January 17, 2006 at 8:15 a.m.
 - 7..2 Policy updates
 - 7..3 Jurisdiction Re-Approval list
 - 7..4 Memo of Understanding with Board of Workforce.
 - 7..5 Application / Checklist update
 - 7..6 FSMTB update
 - 7..7 Re-approval/Denials of schools
8. **EXECUTIVE SESSION** – The term “executive session” is commonly understood to mean that part of a regular or special meeting of the governing body that is closed to the public. A governing body may hold an executive session only for specified purposes, which are identified in RCW 42.30.220(1)(a)-(k), and only during a regular or special meeting.
 - 8.1. Geoff Hyman, AAG provided legal advise to the Board regarding open public meetings.

9. **CONTINUING EDUCATION** – The Board received an update regarding the Board of Massage Continuing Education rule. There will be no changes to WAC 246-830-475 at this time.

10. **JURISDICTION AND SCHOOL PROGRAM REVIEW**

American Institute of Alternative Medicine – Approved
Cascade Summit School of Massage – Send deficiency letter
Central Oregon Community College/Massage Program – Send deficiency letter
Colorado Institute of Massage Therapy – Send deficiency letter
East-West College – Approved program change
Institute of Structural Medicine – Send deficiency letter
Lakeside – Approved
State of Texas – Denied

11. **ADJOURNMENT** - The meeting was adjourned at 1:10 p.m.

Respectfully submitted:

Approved:

Jennifer Bressi
Health Services Consultant 1

Rosemary Foster, Chair
Board of Massage